



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND  
EUROPE REGION  
UNIT 29353, BOX 200  
APO AE 09014-0200

IMEU-PWD-H

JUN 02 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Enforcing Family Housing Loaner Policy for Military Personnel and Eligible Civilian Employees

1. Reference AE Supplement 1 to AR 420-1, Army Facilities Management, paragraph 3-69g.
2. The IMCOM-Europe long-term goal is to become more efficient and reduce overall furnishings inventories and costs. To accomplish this goal, we will—
  - a. Initiate elimination of six items from the standard authorized temporary loaner furniture set (bookcases, buffets, china cabinets, hutches, mirrors, and table lamps). Once the change is in effect, military personnel and eligible civilian employees will no longer be issued these six Government loaner-set items while they await shipment of their household goods. Enclosure 1 is an updated standard customer request form to be used once the change is in effect.
  - b. Strictly enforce the policy on loaner items. Over the past year IMCOM-Europe has been monitoring civilian employees who have retained loaner furniture beyond the maximum 90-day limit without receiving the required waiver. Those who signed for their furniture before 1 March 2008 have been grandfathered until their next date eligible for return from overseas (DEROS).
    - (1) In the past year we have reduced the 3,769 pieces of overdue loaner furniture issued to civilian employees from a total of \$3.1 million to \$2.5 million.
    - (2) Enclosure 2 shows the past year's progress by garrison on a per-capita basis for civilian employees.
    - (3) Enclosure 3 shows the current status by garrison on a per-capita basis of which garrisons are the most out of compliance with the subject policy for eligible civilian employees.
3. Military personnel are currently retaining \$25 million in overdue loaner furniture. This memorandum serves as notice to garrisons that we will begin tracking military personnel with overdue furniture. Military personnel who already possess overdue loaner furnishings that they signed for before 1 June 2009 will be grandfathered until their DEROS, at which time the housing office must retrieve these items.
4. Permanent issue items such as dishwashers, dryers, refrigerators, stoves, wardrobes, and washers (as listed in encl 1) are not affected by this memorandum.

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5. The POC is Mr. Rheault, DSN 370-6534 or e-mail: kenneth.s.rheault@us.army.mil.

FOR THE DIRECTOR:



JOANN CHAMBERS  
Chief of Staff

3 Encls

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